



Natural Resources Conservation Service
75 High Street, Room 301
Morgantown, WV 26505

February 7, 2006

WEST VIRGINIA BULLETIN NO: WV300-6-6

SUBJECT: LTP - FY 2006 WHIP Applications referred to WV Department of Natural Resources (DNR)

Purpose: To provide information concerning the WVDNR cooperative agreement and guidance for the 2006 WHIP

Expiration Date: This bulletin expires September 30, 2006.

Action Required by: February 15, 2006

NRCS has entered into an agreement to allow WVDNR to complete a maximum of 50 designs for contract development. **A packet of information must be prepared by NRCS for applications that have been designated to be designed by WVDNR. This information should be held at the field office and available to the WVDNR representative no later than February 15, 2006.** This information will include the following items:

- 1) A copy of the application with address/phone/directions to the property
- 2) A plan map at an appropriate scale with the property boundaries including any known field numbers and boundaries identified (if possible, color generated from ArcView)
- 3) A copy of the WHIP Summary Ranking Sheet
- 4) A copy of the topographic map (optional)
- 5) Soils information (map with corresponding soils descriptions)
- 6) Any other pertinent information concerning the application

Attached are the applications that have been assigned to WVDNR. This list represents those eligible applications that were entered into ProTracts by January 23, 2006 and applications that were not identified as completed or in progress by the field office.

Although WHIP is a continuous sign-up, a concentrated sign-up period starts immediately and will extend through March 3, 2006. The next list of tentative approvals will be drawn from all available applications entered into ProTracts by March 3, 2006. These tentative approvals will depend on the funding available.

A representative from WVDNR will contact the field office staff to schedule an appropriate time to pick up the packet of information and schedule an initial site visit. A design will be developed by WVDNR according to NRCS standards. The NRCS field office will enter this design into Toolkit and develop a contract in ProTracts.

WVDNR must be present with NRCS during the signing of the contract to answer landowner questions regarding the design and practices involved.

This is to ensure that planning and cost-share arrangements correspond and this visit should be documented in the conservation planning assistance notes. Those applications assigned to WVDNR are required to be completed no later than July 14, 2006.

If you have other questions regarding WHIP, please contact Herbert Andrick, ASTC-Program (304) 284-7560.

/s/

RONALD L. HILLIARD
State Conservationist

Attachments

DIST: F

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Gary Foster, WVDNR, Farmington, WV